Clay County Medical Center Board of Trustees

Monday, April 24, 2017
8 p.m.
Board Room

Minutes

BOARD MEMBERS PRESENT	OTHER PERSONS PRESENT
Lori Penner	Austin Gillard, CEO
Terri Parry	Jim Garbarino, CFO
Sandy Fox	Joel Mason, Attorney
Jeff Yarrow	Mary Jensen, Recording Secretary
Richard Cott	Yvonne Bartley, Patient Accounting Manager

CALL TO ORDER

Lori Penner, President, called the meeting to order at 8:03 p.m.

BOARD MEETING MINUTES

Lori Penner asked if there were any corrections to the minutes of April 10, 2017. It was noted to change the employee BBQ date to May 8th instead of the May 10th. Motion made by Sandy Fox, seconded by Richard Cott, to approve the minutes of April 10, 2017 with the date change. Motion carried 4-0.

AGENDA REVIEW

ADD:

- Credentialing Files Review & Approval
- General Update – Austin Gillard

CASH RECEIPTS/DISBURSEMENTS

Jim Garbarino presented the financial review for March 31, 2017. After discussion, motion made by Terri Parry, seconded by Richard Cott, to approve the financial review for March 31, 2017 as presented. Motion carried 4-0.

NEW BUSINESS

a. Department Update – Yvonne Bartley, Patient Accounting Manager

Patient Statements - Changed patient statement company for access to electronic copies of statements, better notification of incorrect addresses.

Midland - Began mid-June 2016.

Increased the volume and speed of processing financial assistance applications.

Accounts are being worked and monthly payment plans are set up.

Sending fewer patient statements. May 2016: 1572, Jan 2017: 1035

Breakdown in numbers for 2017:

- 67% of self-pay accounts are with Midland being actively managed and monitored
- 30% are in the flow to move to Midland on a monthly basis

The balances are payroll deductions being managed in-house or accounts transitioning to bad debt.

Staff changes - Turnover 5 of 10 positions in the department. We have a great team.

Waived Billing - Waived billing for CCFP charges since 7/1/16 has meant an increased workload in the charging, billing and posting areas.

Medicare Secondary Payer Audit - Identified some corrective actions in the claim coding and MSP billing areas.

Education - 5 staff recently attended workshop presented by Day Egusquiza, president of AR Systems Inc. a nationally-known speaker on health care reimbursement, and hospital business office operations, contracting and compliance. She presented, “What is going on with the

Payers", and "Finding Lost inpatients with the 2 Midnight Rule." Yvonne gave examples of how both of these topics impact the patient accounting department and the facility.
Yvonne Bartley left the meeting at 8:29 p.m.

b. Paul N. Muraca, Regional Executive of American Hospital Association
Paul N. Muraca joined the group by telephone. He presented a power point presentation on what the ACA is fighting about, what is coverage, how we pay for it and whom we extend coverage to. He spoke about how to maintain coverage, relief that reduces burden, Medicaid restricting and to prevent further reduction of payment for hospital and health system services. He encouraged the board to share information with local politicians and community leaders. For rural advocacy resources go to www.aha.org/ruraladvocay.

c. Stroudwater (Approval)
The board reviewed the proposal to facilitate development of a strategic plan for CCMC. They have designed an accelerated strategic planning approach which is comprised of activities that are generally organized across the following phases: Phase 1: Assessment and Pre-visit Analytics, and Phase 2: Strategic Framework Development. After discussion, motion made by Sandy Fox, seconded by Richard Cott, to approve the proposal from Stroudwater and agree to enter into a contract with Stroudwater. Motion carried 4-0.

d. Orthopedics – Dr. Jones and Dr. McAtee
Austin has visited with Dr. Jones and McAtee and they will be doing more procedures here. Austin is working with their office manager on an agreement. There is a concern on CRNA coverage on the days they are here. Austin has met with Scott Husted regarding an additional CRNA to help out.

e. Mohs Surgery – Dr. Marchell
Dr. Marchell is a board-certified dermatologist and fellowship-trained Mohs surgeon working at Manhattan Dermatology. She would like to have a clinic here so we are looking at needed equipment and profitability.

f. Board Bylaws
The Board members, Austin and Joel Mason will review the current Board Bylaws and discuss at the next board meeting to bring them up-to-date. Also attached was a conflict of interest policy for them to review.

g. Credentialing Files Review & Approval
The Board discussed the credentialing files recommended by Medical Staff for the following:

Reappointment (Courtesy)

Robert W. Haller, MD

William T. Dierenfeldt, MD

James E. Peterson, MD

Ryan L. Hiesterman, OD

Motion made by Sandy Fox, seconded by Terri Parry, to approve privileges to the reappointment courtesy staff listed above. Motion carried 4-0.

ADMINSTRATIVE REPORT – AUSTIN GILLARD, CEO

a. St. Francis Health Announcement – the board discussed the email Austin sent out from Randy Peterson.

b. PoolPak Update - Central Mechanical will replace the PoolPak since it was defective. Central Mechanical will take legal action against the PoolPak for reimbursement.

c. Wardcraft Update - The blueprints are being updated and stairs to the basement are being added.

d. General Update

- CCFP will be partnering with Midland to start offering Charity Care to CCFP patients.
- The new CCFP exam tables, stools, etc. will be delivered this Friday. The old furnishings will be donated or auctioned off.
- The new email server is being installed and updated.
- 340B – all 3 clinics are registered plus 7 pharmacies. This will start July 1st.
- Some of the CCFP employees received raises in last Friday's paycheck due to the salary wage adjustment that was approved by the board. Letters were included in their paychecks explaining the adjustments.
- We have received an updated drawing from Brandon Gibson on the bowling alley. Austin will meet with Ryan Sanneman tomorrow to look over. Leah Tsoodle and John Laduex helped fill out a wellness grant. It would be for 4 years, $100,000 a year. The grant was turned in today. We would like to thank Leah and John for their help.
- CCFP heating & cooling – we will have an engineer come in and look at it so we get it right the first time. They will be onsite next week.
- Austin talked to Stan Rieger, Interim CEO at Abilene about their current situation.
- Austin has talked to Dave Hamel, owner of Chick-fil-A in Manhattan about the possibility of offering some customer service workshops for employees.

NEXT MEETING

The next board meeting will be on Monday, May 8th at 6 p.m. in the board room. The meeting adjourned at 10:03 p.m.

Minutes recorded by Mary Jensen, Recording Secretary